



Personnel
1300 Sawgrass Corporate Parkway, #100 • Sunrise, FL 33323 • Phone: 954.838.4522

Internship / Graduate Assistant Public Management

- DATE:** November 5, 2008
- SALARY:** \$10.00 per hour or “for credit” internship
- NATURE OF WORK:** Performs skilled technical duties to develop, track and maintain performance measures for all departments within the City of Sunrise.
- HOURS:** 12 – 15 hours per week
- WORKSITE LOCATION:** Finance / Internal Auditor
10770 W. Oakland Park Blvd., Sunrise
- EDUCATION:** Currently enrolled at an accredited Florida college or university in an undergraduate or graduate program in Public Management or Public Administration or other related field.
- EXPERIENCE:** - Background in accounting, auditing, budgeting or field related to workplace performance measurement.
- CLOSING DATE:** Open until filled.
- HOW TO APPLY:** Please submit two (2) copies of resume, a cover letter specifying which semester you are applying for (winter 2009 or spring 2009) and/or outlining your experience and interest in the internship, two professional references and proof of education to the Personnel Department.

It shall be the policy of the City of Sunrise to hire well-qualified persons to perform the many tasks necessary in providing the services the City is called upon to render. An integral part of this policy is to provide equal employment opportunity for all persons for employment and to recruit and administer hiring, working conditions, benefits and privileges of employment, compensation, training, appointments for advancement, including upgrading and promotions, transfers, and terminations of employment including layoffs and recalls for all employees without discrimination because of race, color, religion, national origin, sex, marital status, sexual orientation, age or physical or mental disabilities who are qualified for the jobs they are seeking.

EQUAL OPPORTUNITY EMPLOYER - M/F/D/V